

Minutes
Board of Health Special Meeting
Chelan-Douglas Health District
September 9, 2020

Board Members Present:

Kevin Overbay, Chelan County Commissioner
Jill Thompson, Mayor, Town of Waterville
Doug England, Chelan County Commissioner
Marc Straub, Douglas County Commissioner
Sharon Waters, Leavenworth City Council
Jerrilea Crawford, Mayor, City of East Wenatchee
Ruth Esparza, Wenatchee City Council

Staff Present:

Bruce Buckles, Interim Administrator
Malcolm Butler, CDHD Health Officer
Kandis Boersema, Associate Administrator, Interim Board Secretary;
Veronica Farias, Health Communications Director
Cari Hammond, Associate Administrator, Personal Health

Chuck Zimmerman, CDHD Attorney

Public Present

Meeting was held via Zoom and phone conferencing with members of the public listening to the meeting.

Meeting – Kevin Overbay, Board Vice-Chair called the meeting to order at 3:04 p.m.

CDHD COVID Response Work Update – Charlotte Headley, Incident Commander introduced the current Incident Management Team (IMT) working on behalf of CDHD, she read the Incident Command priorities and gave a recap of work completed and an overview of testing and outreach that is scheduled to move forward. She stated that the IMT has been on-site for 30 days and will transition to a new IMT from Pierce County area lead by Incident Commander John Unfred. Discussion followed.

Kevin Overbay explained the status of the Unified Policy Group and how the group sets the priorities that the IMT carries out.

Initial Epidemiology Update – Dr. Peter Houck updated the Board on the current status of case management and contact tracing. He explained the importance of contact tracing and the value of the data received during the contact tracing process. He emphasized that contact tracing must be done quickly to be effective. There is an effort to have contact tracing done at a local level instead of at the State level. He explained that CDHD will receive assistance for a group of CDC Epidemiologists to focus on the disproportionate infection rates in our LatinX populations. He explained that this is an impressive and expensive resource that we are grateful to receive that will benefit our communities. Discussion followed.

Next Steps for CDHD Organization – Interim Administrator Bruce Buckles explained that the role of CDHD staff in the response work has been intense and staff are exhausted. He pointed out that Veronica Farias has done an amazing job with educating the public with her communications work. He explained that CDHD has critical staffing needs such as IT, HR, fiscal staff, EH staff and nurses. He expressed appreciation for the Governor's office, Department of Health, Dr. Butler and Dr. Peter Houck. He acknowledged that with the additional funding being provided by the State that it would help with the COVID response efforts. He emphasized that the CDHD staff should be recognized for their hard work and dedication that with so many factors working against them they never failed and met all required criteria.

Kevin Overbay thanked Bruce Buckles for stepping up and helping CDHD in a time of need.

Dr. Butler acknowledged that he is impressed and proud of the staff for stepping up to recent challenges. He explained that he did not fully understand how resource poor the District was until an external IMT came on board. He stated appreciation for the Board and the members of the Unified Policy Group. He stated that running the District and doing COVID response work is more work than most can imagine. He emphasized the need to hire a permanent Administrator and to replace staff that has recently left.

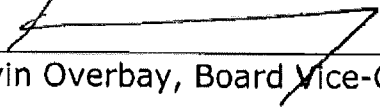
Kevin Overbay introduced Resolution 2020-005 A RESOLUTION OF THE BOARD OF HEALTH OF THE CHELAN-DOUGLAS HEALTH DISTRICT DELEGATING AUTHORITY TO THE CHAIR AND VICE-CHAIR OF THE DISTRICT BOARD OF HEALTH TO CONTRACT WITH THE STATE OF WASHINGTON DEPARTMENT OF HEALTH FOR INTERIM ADMINISTRATIVE SERVICES.

Health District Attorney, Chuck Zimmerman, explained that the resolution was arrived at after discussion with Kevin Overbay, Dan Sutton, and Bruce Buckles. The resolution would authorize the Board Chair and Vice-Chair to work with DOH and enter into an agreement to provide an Interim Administrator for up to twelve (12) weeks.

Kevin Overbay explained that the Interim Administrator position would be filled by a DOH employee that is recommended by and paid for by DOH. Bruce Buckles would be reassigned to special projects coordinator. Kevin also explained that DOH would provide an EH Director as well as Hilary Knelleken resigned from the position in August. Kevin also stated that a Leaders Intent letter was emailed to all Board Members for review.

Marc Straub made a motion to approve Resolution 2020-005. Ruth Esparza seconded and the motion carried.

Sharon Waters made a motion to adjourn the meeting at 4:16 pm. Jill Thompson seconded and the motion carried.


Kevin Overbay, Board Vice-Chair

ATTEST:


Kandis Boersema, Interim Board Secretary